



PURCHASE ORDER

PO Number: 303-1-1022

Requisition Number: 303-1-02308

Order Date: 7/21/2021

Released

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

Parking Garage R, Warehouse

1706 San Jacinto Blvd.

Attn: John Hickson

Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

17419760511

Workquest

1011 East 53 1/2 Street

Austin, TX 78751

Abby Monk

Phone: 512-451-8145, Fax: 512-637-7465

amonk@tibh.org

Replacement Office Work Chair

WorkQuest Contract: 425-A5

TXSmartBuy PO: 21123845

Description

TFC Contact:

John Hickson

512-636-1281

Line Items

| Description | Qty | Unit | Unit Price | Start Date | End Date | Total |
|--|-----|------|------------|------------|-----------|----------|
| Sola Chair, Task, High Contoured Mesh Back, Sola by BodyBilt, Freight Included, with an adjustable integrated lumbar support with eight settings for a total of 9-inch lumbar range and backrest angle adjustment. Back measures 23.25" high x 17.25" W (20.50" W at the widest point.) Ergonomic contoured seat measures 19" D x 21" W. Seat depth adjuster. Seat height adjustment from 17.5" to 21". 360 deg.Swivel. Black, non-upholstered soft arm pads. Black 26" five-star base. Weight rated to 300 lbs. Chair Weight is 83 lbs. | 1 | Each | \$645.37 | 7/21/2021 | 8/23/2021 | \$645.37 |

SKU: 42560171007

Fabric color: Black

WorkQuest Contract: 425-A5
TXSmartBuy PO: 21123845

NIGP Class: 425

NIGP Item: 60

Object Class: 334

Reimbursement Type: Not Reimbursable

Notes: Freight is included. Delivery in 30 days.

Rico G: We first have to order chairs from the set-asides: WorkQuest and TCI.

Grand Total \$645.37

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

| | |
|----------------------------------|--|
| Agency | TFC |
| Fiscal Year | 2021 |
| Division | Finance |
| Program | Information Systems |
| Phone | 5126361281 |
| Org Code | 0607 - CB: CAPPs Implementation IT |
| Type of Purchase/PCC Code | 'A' Purchases as Automated Term Contracts using TxSmartBuy |
| Work Order Number | n/a |

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____

Jordan, Michelle - CTCD,

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)